CA-PMM

Project Name: Human Resource Management System (21st Centur

OCIO Project #: 0840-70
Department: State Controller's Office
Reporting Period: *From:* 6/1/09 *To:* 6/30/09

Project Manager to Sponsor

Current Status Report

Questions	Yes/No	Cause	Impact	Action Required
1. Were recent milestones completed on schedule?	Yes			
2. Were any key milestones or deliverables rescheduled?	Yes	T&C Negotiations continuing	Not on Critical Path	Watch
3. Was work done that was not planned?	No			
4. Were there any changes to scope?	No			
5. Were tasks added that were not originally estimated?	No			
6. Were any tasks or milestones removed?	No			
7. Were any scheduled tasks not started?	No			
8. Are there any new major issues?	No			
9. Are there any staffing problems?	Yes			Reference issue 2009-003

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Look Ahead View

Questions	Yes/No	Impact	Action Required
1. Will upcoming critical path milestones or deliverables be delayed?	No		
2. Do any key milestones or deliverables need to be rescheduled?	No		
3. Is there any unplanned work that needs to be done?	No		
4. Are there any expected or recommended changes to scope?	No		
5. Are there any tasks not originally estimated that will need to be added?	No		
6. Are there any tasks or milestones that should be removed from the plan?	No		
7. Are there any scheduled tasks whose start will likely be delayed?	Yes	Project management review of project plan updates behind schedule due to contract negotiations.	
8. Are any major new issues foreseeable?	No		
9. Are any staffing problems anticipated?	Yes		Reference issue 2009-003

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Current Status and Accomplishments:
Describe deliverables completed and milestones met during **this reporting period.**

- Schedule Management and Risk Management Plans approved
- Interim Project Schedule baselined
- Responded to budget hearing information requests
- Completed reviews of Deliverable 2 Track I and Track II drafts

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Project Milestones:
List key milestones and their dates from the project schedule.

Milestone	Target Date	Forecast Date	Status	Cause & Impact to Implementation Date	Date Completed
Award Stage I Contracts	4/30/09	4/30/09	Done		4/30/09
Contractor start date for Stage I	5/4/09	5/4/09	Done		5/4/09
Stage I Deliverable 1 Due	5/21/09	5/21/09	Done		5/21/09
Completion of Stage II contract terms and conditions negotiations	5/27/09	7/3/09	Delayed	Not on critical path	
Stage I Deliverable 2 - Track I Draft Due	6/9/09	6/9/09	Done		6/9/09
Stage I Deliverable 2 - Track II DraftDue	6/24/09	6/24/09	Done		6/24/09
Stage I Deliverable 2 - Track III Draft Due	7/8/09	7/8/09	On Target		
Stage I Deliverable 2 - Final Due	7/23/09	7/23/09	On Target		
Submission of Stage II Proposals	8/7/09	8/7/09	On Target		
SCO Finalize Evaluations & Selection Report	9/25/09	9/25/09	On Target		
DGS Review/Approval of Report	10/2/09	10/2/09	On Target		
SCO Submit SPR #4	10/5/09	10/5/09	On Target		

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DOF Submit Section 11 Notification	10/26/09	10/26/09	On Target	Not on critical path	
Stage II Contract Award	11/30/09	11/30/09	On Target		

Variances
Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance".

	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule	X			
Milestones	X			
Deliverables	X			
Resources		X		Reference issue 2009-003
OneTime Cost	X			
Continuing Cost	X			

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Sponsor to Executive Committee

Summary Milestones and Highlights

Project Milestones:
List key milestones and their dates from the project schedule. Explain in issues section if a milestone's status is behind.

Milestone	Target Date	Forecast Date	Status	If Delayed, Impact to Implementation Date	Date Completed
Contractor start date for Stage I	5/4/09	5/4/09	Done		5/4/09
Completion of Stage II T&C negotiations	5/27/09	7/3/09	Delayed		
Submission of Stage II Proposals	8/7/09	8/7/09	On Target		

Variances
Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance".
* *Priority of schedule, scope, budget, and quality from Final Ranking established in the Priority Analysis*

	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule	X			
Milestones	X			
Deliverables	X			
Resources		X		Reference issue 2009-003
One Time Cost	X			
Continuing Cost	X			

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Sponsor to Executive Committee

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Monitoring Vital Signs Scorecard

Vital Sign	Variance	Value	Your Score	Score Justification
1. Customer Buy-In	High Degree of Buy-In	0	**1** Yellow	Have not communicated with departmental stakeholders to truly gauge their buy-in
	Medium Degree of Buy-In	1		
	Low Degree of Buy-In	2		
2. Technology Viability	Strong Viability	0	**0** Green	
	Medium Viability	1		
	Weak Viability	2		
3. Status of the Critical Path (delay)	<5%	0	**0** Green	
	5% to 10%	1		
	>10%	2		
4. Cost-to-Date vs. Estimated Cost-to-Date (higher)	<5%	0	**0** Green	
	5% to 10%	1		
	>10%	2		
5. High-Probability, High-Impact Risks	0 to 3	0	**0** Green	
	4 to 6	1		
	>6	2		
6. Unresolved Issues (on time resolution)	On time	0	**0** Green	
	Late with no impact	1		
	Late impacting the critical path	2		
7. Sponsorship Commitment	Fully engaged	0	**0** Green	
	Partially engaged	1		
	Inadequate engagement	2		
8. Strategy Alignment	Strong alignment	0	**0** Green	
	Partial alignment	1		
	Weak or no alignment	2		
9. Value-to-Business	Strong	0	**0** Green	
	Medium	1		

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	Weak	2	5

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10. Vendor Viability (provide rationale for the rating in the field following the scorecard)	Strong	0	**0**	Green	
	Medium	1			
	Weak	2			
11. Milestone Hit Rate (rate of achievement as planned)	>90% on time	0	**0**	Green	
	80-90% on time	1			
	<80% on time	2			
12. Deliverable Hit Rate (rate of production as planned)	>90% on time	0	**0**	Green	
	80-90% on time	1			
	<80% on time	2			
13. Actual vs. Planned Resources	>90% assigned and available	0	**1**	Yellow	See Issue 2009-003
	80-90% assigned and available	1			
	<80% assigned and available	2			
14. Overtime Utilization (% of effort that is overtime)	<15%	0	**0**	Green	
	15-25%	1			
	>25%	2			
15. Team Effectiveness	Highly Effective	0	**0**	Green	
	Moderately Effective	1			
	Ineffective	2			
		Total	**2**	**G**	

Green = 0 - 8
Yellow = 9 - 19
Red = 20+

Vendor Viability Rating Rationale
Procurement Phase - two highly qualified vendors, that have experience with the selected COTS product on similar size and complexity projects, wer